



PECFA POST



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ANNUAL REPORTING/OCCURRENCE CLASSIFICATION DEADLINE EXTENDED

Due to the delay in implementation of changes to Chapter Comm 47, Wisconsin Administrative Code (Comm 47), the Department of Commerce (Commerce) reporting period for Annual Reporting/Occurrence Classification has been extended. The revised Comm 47 will become effective on May 1, 2006. Therefore, all Annual Reporting/Occurrence Classifications must be completed online or via mail on or before May 31, 2006.

Sites that are open as of May 1, 2006, are required to comply with the reporting requirement. This includes sites that are identified between now and May 1. Expected changes to Comm 47 include the provision that occurrence classifications must be completed within 30 days of the effective date of Comm 47. Occurrences that are required to but do not have a completed occurrence classification form by the deadline, will be denied any further Petroleum Environmental Cleanup Fund Award (PECFA) reimbursement (including interest) until the completed form is received.

Reporting can be completed online by accessing the link labeled "Annual Site Reporting Page" located on the PECFA home page <http://commerce.wi.gov/ER/ER-PECFA-Home.html> or directly at http://apps.commerce.state.wi.us/ER_ReportingApp/Start.jsp.

To verify the completion of annual reporting, access the reporting web page, enter the Commerce number and select yes. The application will indicate if reporting has been completed for the site.

To verify that a site is closed, access the same application as above. Closure will be indicated after entering the Commerce number and clicking on the search button. If a site has multiple occurrences, only those releases not closed will be listed and are required to be reported.

Resources are available on the reporting web page for assistance with regard to the reporting process; these include a frequently asked question (FAQ) document and a non-reported list of occurrences. Additional questions regarding the reporting process may be emailed to: siteclassification@commerce.state.wi.us. Phone calls may be directed to (608) 261-5401.

Questions regarding the open or closed status of your site/occurrence should be directed to the project manager for your site. Commerce project managers are identified in each issue of the PECFA Post newsletter. If a site is under Department of Natural Resources (DNR) regulatory jurisdiction, a Commerce project manager can provide you with (DNR) contact information.

Reminder: This reporting requirement is separate from the request with regard to outstanding PECFA loan balances.

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LOAN DOCUMENTATION REQUIRED IN CLAIM SUBMITTALS

Commerce Claim Review Section (Claims) has had continuous problems with the lack of loan documentation submitted with claims, resulting in longer review times. Sites that utilize a PECFA loan are reimbursed for PECFA eligible interest accrued on the loan. The current rate PECFA can reimburse for interest, by law, is at prime minus one percent for those businesses that have less than \$25 million dollars in gross revenues in the year prior to claim submittal. Those businesses exceeding \$25 million dollars are subject to a four percent interest reimbursement rate. If the loan interest rate exceeds the rate PECFA can reimburse, a recalculation must be completed to obtain an eligible interest figure. However, due to the difficulty in recalculation, Commerce has allowed claims that include non-eligible interest to be submitted and relies on Claims to compute the interest down to the eligible rate. In order to do this accurately, the following must be included with each claim:

- ◆ Copies of **all notes**, including renewals or extensions, for the time period in which interest is being claimed.
- ◆ A **complete loan history** for the time period for which interest is being claimed, that shows all draws, interest and fees whether compounded into the loan, accrued, or paid out of pocket by the owner.

Providing the above documentation will allow Commerce to reimburse in a more timely manner. A letter from the bank showing the interest claimed with no other supporting documentation will not be accepted.

COMMERCE CLOSE OUT FORM ON THE WEB

The Commerce Case Summary and Close Out Form is available on the Commerce web site at <http://www.commerce.state.wi.us/ER/ER-PECFA-Forms.html>. After opening, scroll down the page until the form appears; it can be filled out electronically or printed to be completed by hand.

ELECTRONIC CLAIM SUBMITTAL NO LONGER AVAILABLE

Commerce discontinued the on-line claim submittal option February 1, 2006. The on-line option was discontinued because the current system will not be compatible with the Comm 47 Code changes.

PECFA POST SUBSCRIPTION AND REQUEST FOR TOPICS

To subscribe to the PECFA Post go to <http://commerce.state.wi.us/ER/ER-PECFA-News.html#PecfaPost>, scroll down, enter your email address and name and click the subscribe box. You will receive an email to confirm your email address. Upon confirmation, you will have been added to the electronic distribution list.

If you do not have e-mail, you may call, (920) 303-5410, or write Beth Erdman at ERS Division, Bureau of PECFA, 2129 Jackson Street, Oshkosh, WI 54901 and request to be placed on the mailing list.

Commerce appreciates suggestions for future Post topics or comments on current articles. Please contact Beth Erdman at berdman@commerce.state.wi.us or mail suggestions or topics to the address listed above.

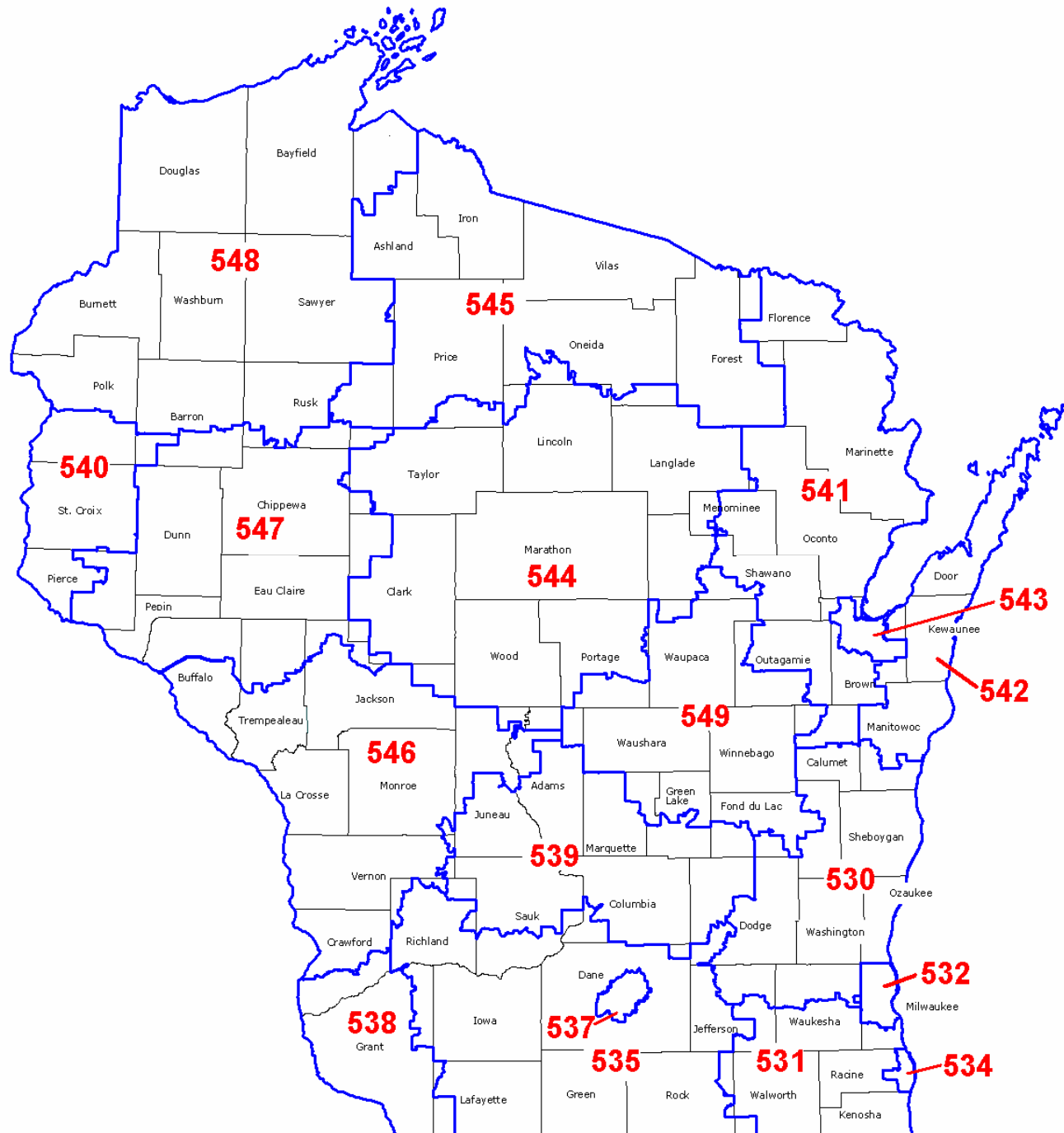
PECFA WELCOMES NEW ATTORNEY

Commerce's Bureau of PECFA is proud to welcome attorney Laura Varriale, who started with the bureau in December 2005. A Wisconsin native, Ms. Varriale graduated from the University of Wisconsin – Madison with a B.B.A in Marketing and Management before receiving her J.D. and M.B.A in finance from the University of Minnesota. Prior to her work with Commerce, Ms. Varriale worked in Appleton; first as a corporate and tax attorney and subsequently as an Assistant District Attorney.

GIS REGISTRY PACKET FEES, A REMINDER

Since the inception of the DNR GIS Registry, confusion has persisted with regard to GIS Registry packet submittals and fees. No GIS fees are to be submitted to Commerce. Fees are to be made payable to the DNR and sent to the program assistant in the DNR district where the site is located. The BRRTs number for the site must be included with the check.

PECFA SITE REVIEW ZONE COVERAGE MAP



PECFA SITE REVIEW ZONE CONTACT INFORMATION

Bureau Director Oscar Herrera (608) 266-7605 WI Dept of Commerce FAX 608-267-1381 201 W Washington Ave PO Box 8044 Madison WI 53708-8044		Section Chief Site Review Section Eric Scott (608) 266-8516 WI Dept of Commerce FAX 608-267-1381 201 W Washington Ave PO Box 8044 Madison WI 53708-8044	
Program Assistant Cathy Voges (608) 261-7717 WI Dept Of Commerce FAX 608-267-1381 201 W Washington Ave PO Box 8044 Madison WI 53708-8044		Program Assistant Kristi Prindle (608) 267-3753 WI Dept Of Commerce FAX 608-267-1381 201 W Washington Ave PO Box 8044 Madison WI 53708-8044	
ZIP CODE STARTING WITH:		CONTACT INFO (click on project manager name to send email):	
530, 531, 532, 534		Lee Delcore (414) 220-5403 Stephen Mueller (414) 220-5402 Jennifer Skinner (414) 220-5373 Greg Michael (414) 220-5375 Monica Weis (414) 220-5361 Linda Michalets (414) 220-5376	WI Dept of Commerce 101 W Pleasant St Suite 100A Milwaukee WI 53212-3963 FAX 414-220-5374
535		Ralph Smith (608) 261-6543 Alan Hopfensperger (608) 266-0562	WI Dept of Commerce 201 W Washington Ave PO Box 8044 Madison WI 53708-8044 FAX 608-267-1381
537		Jon Heberer (608) 261-5405	
538		Andy Alles (608) 261-8509	
539, 546		David Swimm (608) 264-8766 Gena Larson (608) 261-5404 Brian Taylor (608) 266-0593	
540		Shawn Wenzel (608) 261-5401	
545		David Blair (608) 261-2515	
548		Will Myers (608) 261-7718	
544		Dee Zoellner (715) 342-3802	WI Dept of Commerce 2715 Post Rd Stevens Point WI 54481-6456 FAX 715-345-5225
547		Tim Zeichert (715) 345-5307	
542, 543		Robert Klauk (920) 424-0046	WI Dept of Commerce 2129 Jackson St Oshkosh WI 54901-1805 FAX 920-424-0217
549*		Tom Verstegen (920) 424-0025	
541		Beth Erdman (920) 303-5410	

*Outagamie, Winnebago, Fond du Lac Counties are project managed by Robert Klauk and the remainder of 549 sites including the City of New London are managed by Dee Zoellner.

PECFA CLAIM REVIEW CONTACT INFORMATION

Bureau Director Oscar Herrera (608) 266-7605 WI Dept of Commerce 201 W Washington Ave PO Box 8044 Madison WI 53708-8044		Section Chief Claim Review Section Dennis Legler (608) 267-7642 WI Dept of Commerce 201 W Washington Ave PO Box 7838 Madison WI 53707	
Position	CONTACT INFO (click on claim reviewer name to send email):		
Claim Review	Jean Beckwith (608) 266-6796 Linda Collier-Thompson (608) 267-5264 Lorraine Narvaez (608) 261-7716 Tim Prosa (608) 261-7715	WI Dept of Commerce 201 W Washington Ave PO Box 7838 Madison WI 53707 FAX 608-267-1381	
Initial Claim Eligibility	Renee Dickey (608) 264-8765		
Commodity Bid Waivers	Mary Ann Gosda (608) 266-9420		
Appeals Field Audit	James Moser (608) 267-1394		
Appeals Coordinator-Initial Contact for Appeals	Laura Pleasants (608) 261-2511		
Initial Claim Review	Diane Ploessl (608) 261-7723		
Appeals and Emergency Action	Darin Powers (608) 261-6544		
Financial Manager-Payment Issues	Dottie White (608) 266-3713		
Program Assistant	Kristi Prindle (608) 267-3753	WI Dept of Commerce 201 W Washington Ave PO Box 8044 Madison WI 53708 FAX 608-267-1381	
Field Auditor	Carl Kramer (262) 638-7247		